



“Everything matters, at all times”

Teddington School Teacher of English Recruitment Pack



Welcome from our Headteacher, Paul Grills

Thank you for your interest in working at Teddington School. Since my appointment, I have been actively seeking innovative, enthusiastic and dynamic staff to join us on the next phase of our development and I hope you will become part of our team. This pack has been designed to give you a flavour of what Teddington school has to offer, but I would also encourage interested candidates to visit the school for a tour to see us in action.

 Please click the link icon to watch a film about life at our school

At Teddington School, we ensure that the educational experience all students receive is first class. We firmly believe that every child is entitled to an excellent education, which offers breadth of curriculum, academic rigour, opportunity, and enables students to leave equipped with the skills to succeed in whichever future pathway they choose.

Staff at Teddington maintain the highest standards, have a positive outlook, are inventive in their thinking and adopt a 'can-do' approach. We were judged 'Good' by Ofsted in November 2021 and are looking to the future as we work with the whole community and strive for even greater success. We are committed to identifying, developing and retaining talent amongst our staff with a bespoke CPD package in place for all of our team.

Our school is located on a modern and attractive campus that overlooks the River Thames. Inside our school, you will find a professional working environment with a calm and caring atmosphere based on mutual respect between all stakeholders. We pride ourselves on the fundamental principle that teachers have the right to teach and students have the right to learn.

We are proud to be part of The Bourne Education Trust (BET) - a successful multi-academy, across primary, secondary and special education. BET continues to grow a community of like-minded academies with the highest aspiration and dedication to achieving the best outcomes for their learners. They understand that people are the key to success and for this reason, believe in creating great places to work where people feel supported and encouraged to be the best they can possibly be. Staff within their schools can expect to be challenged and motivated to achieve their ambitions, and such is the scale and scope of the Trust's school-to-school support work, successful candidates can expect to receive rapid promotion either through direct placement or via secondments from their home school. As part of BET, we also recognise the hard work of our team by our extended holidays and a well-structured school day, which really supports work/life balance and flexibility.

If you wish to visit us or have an informal discussion with myself or one of the team about the post before applying, please feel free to contact our HR Officer on 020 8943 0033 or you can email hrdepartment@teddingtonschool.org.

We look forward to your application.

A handwritten signature in black ink, likely belonging to Paul Grills, the Headteacher.

About Bourne Education Trust

Based in Surrey, Hampshire and Richmond, we deliver the very best educational experience for our pupils. It is responsible for the education of approximately 10,500 pupils and employs just over 1,300 staff. The Trust is organised into both phases and clusters to support specialist and cross-phase collaboration.

The size of its schools range from a one-form entry primary to an eight-form entry secondary school with a sixth form. Schools are equally important and carry the same influence in terms of decision-making within the Trust. Each school has its own head and local governing committee. The Trust is led by a team of 5 senior leaders who report to the CEO, Alex Russell.

Since 2012 it has taken 9 schools from special measures or requiring improvement to good or outstanding. The rest have maintained their good status whilst in the Trust. BET has transformed the finances in 12 of its schools so that no school in the Trust is in deficit.

BET's values are summarised by our strapline: **'Transforming schools; changing lives'**. We absolutely believe that all children regardless of context or background deserve a great education, hence our involvement in schools and communities that have not experienced this. Whilst we want our schools to retain their own identity, all BET schools share environments that are **extremely warm and welcoming, professional, relentlessly positive, highly aspirational and characterised by happy and safe pupils with excellent relationships between them and the staff**. In all classrooms and beyond pupils enjoy creative and effective teaching and learning that fosters belief and confidence.

Our philosophy is to have schools working as effectively as possible and serving their community. We err towards independence on the independence/standardisation continuum but never forget we are one organisation working together. Our schools welcome the support of the Trust and its collective ethos but relish their remit as local schools and the responsibility that brings. Where we have centralised, it has not been driven by us but by the legal framework in which we operate and the requirements of the Academy Trust Handbook.



Please click the link icon to visit the Bourne Education Trust website



Our Promise

Every pupil can expect to:

- Be known by our staff
- Experience an aspirational culture in which we refuse to accept barriers to achievement
- Have ambitious targets and access to appropriate resources to support their learning
- Meet and talk with our staff regularly about their learning and progress
- Learn within the classroom with appropriate support and to receive extra help when necessary
- Have their learning and progress and that of their peers effectively tracked
- Experience peer-to-peer support within the classroom rather than having total reliance on adults
- Experience a caring and supportive culture in which every individual is safe and can thrive.



About Our School

Our Location

Teddington School is situated on the banks of the River Thames, in the London Borough of Richmond upon Thames, in a **£36m modern, attractive campus**. The local area has lots of open and green spaces and has become a desirable area to both have a family but also enjoy the benefits of living close to **Central London and Kingston-upon-Thames**.

 Please click the link icon to access the virtual tour of our school

The school is well serviced by public transport, with Hampton Wick train station a five-minute walk. We offer free car and cycle parking for all staff members.

Our Benefits

- A shorter academic year (36.8 weeks per year) – meaning more holiday time and work-life balance
- Students leave school at 2pm on Fridays, giving the opportunity for an earlier finish
- A twilight CPD programme creating time off in lieu for longer holidays
- A commitment to reducing staff workload
- A 24/7 Employee Assistance Programme to support your mental health and wellbeing
- Visible SLT with an open-door policy to support your day to day
- Outstanding ECT training and support in partnership with the Xavier Education Trust
- Shared resources and lesson planning
- Great opportunities for career progression
- A professional network of over 20 schools across the MAT to share and receive expertise, guidance and support.

“Staff at all levels speak about a clear ‘open door policy’ in the school. They feel that leaders take clear consideration of their workload and wellbeing. They value the training they receive”

Ofsted 2021

 Please click the link icon to access the performance tables for Key Stage 4

 Please click the link icon to access the performance tables for Key Stage 5



“Teaching takes place within a supportive and inclusive classroom environment...Teddington is a caring environment where diversity is recognised and celebrated”

“This is a school where pupils enjoy their lessons, feel happy and feel safe. Pupils are respectful towards one another and value the positive relationships they have with staff”

Ofsted 2021



Advert: Teacher of English

Teddington School is looking to recruit an enthusiastic teacher of English to join our team in September 2023. The successful candidate will be an excellent teacher who wishes to contribute fully to school life and develop and inspire all students with their subject passion.

The ideal candidate will teach a range of classes from Key Stages 3-5. You will also develop enrichment opportunities with the department. At Teddington School, we ensure that the educational experience all students receive is first class. Teachers at Teddington maintain the highest standards, have a positive outlook, are inventive in their thinking and adopt a 'can-do' approach.

Teddington School is in an exciting phase of development. We are part of the high performing Bourne Education Trust and have recently been judged 'Good' by Ofsted. We are excited to appoint exceptional individuals who wish to make a significant contribution to the learning and lives of our students. We have a proven track record of developing staff and providing an excellent professional experience.

Our school is located on a modern and attractive campus that overlooks the River Thames. Inside our school, you will find a professional working environment with a calm and caring atmosphere based on mutual respect between all stakeholders. We pride ourselves on the fundamental principle that teachers have the right to teach and students have the right to learn.

Salary Grade: Main/Upper Teacher Scale (negotiable, depending on experience)
Responsible to: Head of Department

Interested candidates should complete an application form and email to hrdepartment@teddingtonschool.org The closing date for applications is **Monday 20 February 2023** at **12 noon**.

Candidates are encouraged to apply as soon as possible, and we reserve the right to interview as and when applications are received, ahead of the closing date and withdraw this advert.

Teddington School is committed to safeguarding and protecting the welfare and safety of its staff and pupils and follows safeguarding interview procedures. We expect all candidates to meet the highest standard of safeguarding and successful applicants will be required to undertake a Disclosure and Barring Service (DBS) check.



"The value placed on newly qualified teachers is phenomenal. I have never felt like my comparatively few years of experience teaching has ever held me back. I was made to feel as valued and worthy of opportunities in progressing my career as much as any other member of staff"

Hollie Pleavin, Head of Year 7



Job Description: Teacher of English

- Teaching, learning and progress
- To ensure a high quality learning experience for students according to their educational needs, meeting internal and external quality standards. Lessons to be planned using a variety of delivery methods which will stimulate learning and ensure progress appropriate to student needs and demands of the syllabus.
 - To set and mark work carried out by the student in school and elsewhere, supporting the school's expectations.
 - To use data and assessment to inform planning and intervention.
 - To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required adhering to reporting deadlines.
 - To be responsible for the care of the teaching rooms and equipment during lesson or tutor group time.
 - To maintain discipline in accordance with the school's procedures and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
 - To contribute to the preparation and resourcing of Department Schemes of Work and policy development, working with other colleagues to develop and teach these.
 - To attend Parents' Evenings, meetings and events as specified in the school's annual calendar.
 - To contribute to Department enrichment activities.
- Form Tutor
- To be a Form Tutor to an assigned group of students. To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
 - To provide 'first line' support and guidance to students to meet their personal development and achievement needs to promote the general progress and wellbeing of individual students and of the Form Tutor Group as a whole.
 - To liaise with a Head of Year to ensure the implementation of the school's Year System and to promote involvement in House/Year activities.
 - Evaluate, monitor and report on the progress and achievement of each student in terms of his or her curricular achievements and extra-curricular activities.
 - To monitor behaviour, promote school rules and encourage improvement.
 - To alert the appropriate staff to problems experienced by students and to take suitable actions to help resolve them.
 - To communicate, where necessary and after consultation with the appropriate staff, with the parents and with persons or bodies outside the school concerned with the welfare of individual students.
 - To contribute to the House/Year Tutor Programme according to school policy.

The Board of Trustees, Local Governing Committees (LGC) and all leaders across Bourne Education Trust recognise and accept their responsibilities to provide a safe and healthy working environment for all employees, students and visitors. We expect all colleagues to take reasonable care of their own health and safety and that of others who may be affected by their actions at work. All BET employees must cooperate with us to access proper training and to make sure they understand and follow the Trust's Health and Safety policies and procedures, and to help everyone meet their legal requirements. All colleagues must take responsibility for reporting concerns relating to health and safety matters through appropriate channels.



"I started working at Teddington School in the midst of the pandemic, and although a strange time, I have never felt so supported at work. There is a real feel of team culture, where everyone is happy to help anyone. It is so nice to work at a school where you do feel empowered to take risks in your teaching and are so supported in your own professional development with opportunities available. I am proud to say that I work at Teddington School!"

Rebekah O'Hanlon, Teacher of PE



Job Description (continuation page): Teacher of English

Professional Development

- To take principal responsibility for one's own Professional Development.
- To participate in arrangements for performance management.
- To support colleagues in their Professional Development.

School Community

- To actively promote the school's ethos in spiritual, moral and social responsibility. To act as a positive role model.
- To comply with the school's Health & Safety and safeguarding policies and undertake risk assessments as appropriate and designated supervisory duties.
- To attend meetings as per calendar.
- To play an active role in the realisation of the school's Development Plan and contribute to whole school initiatives.



Person Specification: Teacher of English

Essential

Qualifications:

- Qualified Teacher Status (QTS) with appropriate degree
- good academic background

Experience:

- secondary trained

This post would be suitable for an established teacher or an enthusiastic person applying for their first teaching post (ECT).

Knowledge:

- Excellent subject knowledge
- An understanding of current developments in English teaching, particularly the National Curriculum at KS3 and KS4
- An appreciation of current developments post-16

Philosophy:

Commitment to:

- The principle of comprehensive education
- Staff participation in decision making and consultation
- The pursuit of high standards, both academic and behavioural
- Quality provision for all student including SEN/G&T
- Innovation in the teaching of English
- The development of high quality programmes of study in English
- Sharing good practice
- Coaching and mentoring
- Equality of opportunity
- Maximising contributions from parents, governors and the community

Desirable

- Evidence of commitment to further professional development
- An awareness of changes to the National Curriculum for English
- An awareness of the new KS2 curriculum for English
- Some familiarity with the AQA's English GCSE specifications
- A belief that all children can be successful in English
- A desire to promote and develop literacy across the curriculum



“One reason I love working at Teddington School is the community feel and supportive environment that is built on strong professional relationships and mutual trust between all staff members. Since becoming part of the Bourne Education Trust the professional network of multiple schools working together enables me to carry out my role with greater confidence and there are a wider range of career development opportunities”

Joe Taylor, Subject Leader, Science



Teddington School has a commitment to placing the promotion of equality, diversity and inclusion at the centre of every aspect of its work and we want all our staff to feel valued, appreciated and free to be who they are at work. Our staff body represents many different cultures, backgrounds and viewpoints, reflecting the makeup of our student population and ensures that all students have role models to guide them throughout their journey at Teddington.

Person Specification: Teacher of English

Skills:

- Excellent communication
- Efficient organisation
- The ability to initiate change
- A high degree of creativity
- Effective teaching and leadership skills
- The willingness and capacity to function creatively and generously in a mutually supportive team
- Ability to carry out administrative tasks effectively

Personal Qualities:

- Skill in communicating with and motivating student of all abilities
- Passion for the teaching of English
- Ability to contribute with flair and commitment to the effective performance of the department
- Capacity to implement curriculum change
- Evidence of working in a team
- Vision, warmth, energy, enthusiasm, caring, resilience
- Good sense of humour

- Confident use of ICT



“One reason I love working at Teddington School is the community feel and supportive environment that is built on strong professional relationships and mutual trust between all staff members. Since becoming part of the Bourne Education Trust the professional network of multiple schools working together enables me to carry out my role with greater confidence and there are a wider range of career development opportunities”


Joe Taylor, Subject Leader, Science

Teddington School has a commitment to placing the promotion of equality, diversity and inclusion at the centre of every aspect of its work and we want all our staff to feel valued, appreciated and free to be who they are at work. Our staff body represents many different cultures, backgrounds and viewpoints, reflecting the makeup of our student population and ensures that all students have role models to guide them throughout their journey at Teddington.



How to Apply

Interested candidates should complete an application form which can be downloaded from the school website.

 Please click the link icon to visit the vacancies page to download an application form


Completed forms should be emailed to hrdepartment@teddingtonschool.org marked for the attention of Kim Bradstreet, HR Officer.


Please note that we are unable to accept or consider CVs.

Useful Information

For further information about this vacancy please use the following contact details, quoting Ref: **Teacher of English**.

 Kim Bradstreet, HR Officer

 020 8943 0033

 hrdepartment@teddingtonschool.org

How to find us

 Please click the link icon to access a map of the area

Safeguarding

Teddington School is committed to safeguarding and protecting the welfare and safety of its staff and pupils, and follows safeguarding interview procedures. We expect all candidates to meet the highest standard of safeguarding and successful applicants will be required to undertake a Disclosure and Barring Service (DBS) check.



Teddington School Leadership Team



Paul Grills
Headteacher



Karen Barham
Deputy Head



Chris Daniel
Business Manager



Kirk Campbell
Assistant Head



Alison McGrandles
Assistant Head



Kath Corrigan
Assistant Head



Natalie Fenton
Assistant Head



Dale Spick
Assistant Head